

Subject to approval at the June 30, 2015, Board of Works meeting.

City of West Lafayette, Indiana  
Board of Public Works and Safety  
MINUTES

JUNE 23, 2015  
8:30 a.m.  
Morton Community Center  
Multi-Purpose Room

Members present were Sana G. Booker, Brooke E. Folkers, Tanuja R. Sheth, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. June 16, 2015, Meeting

Ms. Booker moved to accept the minutes of the June 16, 2015, Board of Works meeting.  
Mr. Speaker seconded the motion

The motion was adopted.

2. NEW BUSINESS

a. Contracts: CDBG 2015 Public Service and New Chauncey Housing – Development

Director of Development Poole requested approval of the annual contracts for the Community Development Block Grant (CDBG) program. He stated that there are a total of eight programs with seven agreements, as both programs for Lafayette Transitional Housing is under one contract. He stated that we have received \$307,000.00 from the federal government, which is a 7.4% decrease from last year. He stated that this program is being trimmed constantly, but we are happy to have what we have. A summary of the contracts is below:

<b>Public Service Agency</b>	<b>Contract Amount</b>
Lafayette Urban Ministry	\$6,800.00
YWCA (DVIPP)	\$10,000.00
The Center @ Jenks Rest	\$3,500.00
Lafayette Transitional Housing	\$17,857.00
Supportive Services:	\$8,000.00
Transitional Housing:	\$9,857.00
Food Finders Food Bank	\$5,000.00
Family Services, Inc.	\$3,000.00
<b>Total Public Service Allocation:</b>	<b>\$46,157.00</b>
<b>Housing Initiatives</b>	
New Chauncey Housing, Inc.	\$65,000.00
<b>Total Housing Initiatives:</b>	<b>\$65,000.00</b>

Mr. Speaker moved that the 2015 CDBG contracts be approved. Ms. Folkers seconded the motion.

The motion was adopted.

b. 2015 Standard Operating Guidelines Update – Fire

Fire Chief Heath requested approval of an update to the Fire Department's Standard Operating Guidelines for the use of Knox Boxes. He stated that the Department is

kicking off a new program for these boxes. He stated that this is a guideline for how, when, and why the Department opens a Knox Box on properties throughout the City. He demonstrated what a Knox Box looks like and stated that they are found on government and commercial buildings, and now some residential structures thought the City. It gives the Fire and Police Departments non-destructive access to the property.

Ms. Folkers moved that 2015 Standard Operating Guidelines update be approved. Ms. Sheth seconded the motion.

The motion was adopted.

Chief Heath stated that the policy includes a Knox Box application, which is to put a Knox Box on a residential property at the owner's request and with a deposit. He explained that this could be used in situations where a resident has a medical issue. The house can be kept secure while allowing access for assistance. In response to a question from Mayor Dennis, Chief Heath explained that the box hangs over the top of the door. He explained that it is similar to a box that realtors put on houses, but it is more secure. It is identified by reflective tape, but dispatchers will also provide a reminder that the Box is there. He stated that certain vehicles have access to the key, and the key is monitored. The Police Department has the same key, which is also monitored.

c. Elevation: Sergeant of Patrol – Troy Greene – Police

Police Chief Dombkowski requested approval to elevate Troy Greene to Sergeant of Patrol effective June 22, 2015, with a bi-weekly salary of \$2,359.20. He noted that his promotion has been bestowed upon Mr. Greene by the Police Merit Commission.

Mr. Speaker moved that elevation of Troy Greene to Sergeant of Patrol be approved. Ms. Booker seconded the motion.

The motion was adopted.

d. Hire: Inspector I – Jason Hardebeck – Engineering

Public Works Director Buck requested approval to hire Jason Hardebeck for the Inspector I position effective June 29, 2015, with a bi-weekly salary of \$1,865.39.

Ms. Sheth moved that the hire of Jason Hardebeck as Inspector I be approved. Ms. Booker seconded the motion.

Director Buck confirmed for Mr. Speaker that this is a full-time position.

The motion was adopted.

e. 2014 SRF Loan Disbursement Request No. 17: Sheraton and Fairway Knolls Lift Station Improvements – Greeley and Hansen – WWTU

WWTU Director Henderson requested approval of 2014 SRF Loan Disbursement Request No. 17 to Greeley and Hansen in the amount of \$17,868.00. He stated that this includes attending progress meetings, review and comment on shop drawing submittals from Bowen Engineering, and processing a pay application.

Ms. Booker moved that the 2014 SRF Loan Disbursement No. 17 be approved. Ms. Sheth seconded the motion.

The motion was adopted.

f. 2014 SRF Loan Disbursement Request No. 18: Sheraton and Fairway Knolls Lift Station Improvements– Bowen Engineering Corporation – WWTU

Director Henderson requested approval of 2014 SRF Loan Disbursement Request No. 18 to Bowen Engineering in the amount of \$286,380.00. He stated that this is the first pay application for the actual construction at the lift station sites. Most of the activity has included the directional drilling of the replacement force mains for the two lift stations. It will wrap up in the next day or two, and then they will move on to the actual lift station structures.

Ms. Folkers moved that the 2014 SRF Loan Disbursement No. 18 be approved. Mr. Speaker seconded the motion.

The motion was adopted.

g. Claims

- i. AP Docket            \$942,911.51

Ms. Booker moved that the claims be approved. Ms. Sheth seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

h. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Legal Budget & Expenses – Clerk-Treasurer

There were no questions or comments about the listing.

iii. Park Board Dockets

There were no questions or comments about the listing.

i. Other Items

► Director Buck provided construction project updates. He stated that the weather has not been kind with all of the rain and the Wabash River rising. He reported that a couple of days were lost on the Happy Hollow intersection work, but the river has receded in the area where they need to work. He reported that the all of the curbs are down and all of the driveways are in on Cumberland Avenue, and sidewalk work is progressing. The work at the intersection of Salisbury Street and Cumberland has reached the half-way point and the lanes have flipped. He stated that they are pushing for Duke Energy and the signal contractor to make sure the signal is ready to go when the road is ready. He reported that things are working well on Northwestern Avenue, and the detour to Vine and Wiggins Streets seems to be working smoothly. He reported that work on 5<sup>th</sup> and 6<sup>th</sup> Street sidewalks is moving along well.

Mayor Dennis stated that work on the intersection of Salisbury and Cumberland is moving quickly.

Director Buck stated that Milestone Contractors has two crews and they are pushing. He stated that grading behind the sidewalks and curbs will have to wait for drier conditions.

► Director Henderson reported that with the extreme weather, we have had a lot of Combined Sewer Overflows (CSO) with these storms. He noted that people can subscribe to get alerts for CSO events through the City's website. He stated that there have been some significant CSOs due to the nature of the rain and how fast it comes down. He stated that there has been some difficulty with the wet weather treatment facility with the river up so high. This has meant that we have not been able to disinfect property as the river sometimes moves backwards through the facility. He stated that we have hit the E. coli levels a couple of times, but as the river recedes it will get back to normal. He noted that there have only been six discharges from the wet weather facility so far this year, which is lower than normal. In a typical year there would be 25 to 30 discharges and we are in track for a lot less. This is due to the small increase in capacity that was added to the facility, and he noted that he construction projects that the Board authorizes do have impacts.

Mayor Dennis stated that he spoke at Westminster last week for Father's Day, and they viewed the Fun with the Mayor video that took place at the Utility. He stated that the people who saw it thought that Director Henderson explained the process very well. He stated that Fun with the Mayor will be resuming soon.

### 3. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.